

# Curriculum Vitae

*We talk about high quality and punctual delivery*



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<b>Place/Date of Birth</b>	Malang, July 5 <sup>th</sup> 1981
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<b>Instant Messengers (15 hours a day)</b>	Yahoo! Messenger: talktowinta MSN: <a href="mailto:talktowinta@gmail.com">talktowinta@gmail.com</a> Google Talk: talktowinta AIM: talktowinta
<b>Education</b>	Bachelor of Biology Brawijaya University, Malang – East Java INDONESIA 1998 – 2002 Graduated with GPA 3.16 (Out of 4)

#### **TRANSLATED BOOKS**

- War Crime Against Woman by AMNESTI INTERNATIONAL (Legal)
- Responding to Stress (Psychology)
- Building Brain Power (Children Psychology)
- Preventing and Surviving Heart Attacks, a Positive Guide (Health)
- Tissue Salts for Healthy Living (Health)
- Technical Standards and Commentaries for Port and Harbor Facilities in Japan (Engineering)
- 151 Quick Ideas to Get New Customers (Marketing)
- The Enneagram Essential (Psychology)
- OPEN WORLD The Truth about Globalisation
- Workshop Manual Book for Honda Power Product (3 Books)

#### **TRANSLATED DOCUMENTS**

- National Energy Policy
- Introduction to Indonesian Tourism
- Executive Summary Environmental Impact Assessment of Tanjung Perak Harbor Development
- Results of Personal Profile Analysis for assessing new employee (Thomas International Program)
- 5 Years Strategic Plan of Caritas Australia
- Syllabus of Local Islamic School
- Land Deed
- Rehabilitation and Reconstruction of Yogyakarta and Central Java post Earthquake Disaster
- 5 Years Strategic Plan of CARITAS AUSTRALIA – Timor Leste Program
- Catholic Relief Services Timor Leste Program; Work Terms and Conditions for National Employee
- Brochure related to Bali Tourism
- Profile of Ritz Carlton – Bali
- Profile of Novotel
- 2040 lines of phrase about Safety Data Sheet from CIBA
- PowerPoint file: SEMI-QUANTITATIVE TEST FOR PARAQUAT IN PLASMA AND URINE
- 300.000 words of tourism phrases for Carnegie Mellon University.

#### **TRANSLATED WEBSITE**

- Translating Expekt.com into Indonesian.

#### **TRANSLATED ARTICLES**

- Article on APOCALYPTO filmed by Mel Gibson
- Article for Bundainbiz Newsletter

#### **TRANSCRIPTION TRANSLATION**

- Transcription translation for Rifka Annisa Foundation – Yogyakarta INDONESIA (some interviews)

#### **PROOFREADING**

- Proposal on Biotechnology to be submitted to Asian Development Bank
- Thesis on Business Process Re-engineering to be submitted to Swiss German University

#### **VOICE OVER**

- Translating and recording audio online service for Coulomb.co.uk
- Translating and recording for Femienza.org project

#### **TRANSCRIPTION**

- Transcription the interviews of World Report Journal. (300 minutes / month)

<b>Equipments</b>	PC Intel Pentium IV 2.27 GHz 256 RAM 20 GB Hard Drive Space CD ROM / CD RW Operating System: Windows XP Pro Ed.
<b>Software</b>	<ul style="list-style-type: none"> <li>• TRADOS Workbench</li> <li>• TRADOS TagEditor</li> <li>• Wordfast</li> <li>• Microsoft Office 2003</li> <li>• Adobe PageMaker 7.0</li> <li>• Adobe Photoshop CS</li> <li>• CorelDRAW 12</li> <li>• Quark Express</li> <li>• Visio Drawing 2003</li> <li>• Winzip 9.0</li> <li>• Adobe Acrobat Reader 7.0</li> <li>• Adobe Acrobat Distiller 7.0</li> <li>• Internet Explorer</li> </ul>
<b>Native Language</b>	Bahasa Indonesia
<b>Language Pair</b>	English <> Bahasa Indonesia
<b>Area of Expertise</b>	Biology, Agriculture, Medical, Health, Law, Psychology, Art, Marketing, Engineering, Economy
<b>Translating Capacity</b>	2,000 - 3,000 Words per day
<b>Typing Speed</b>	50 words per minute
<b>Rate</b>	<p><b>Translation:</b> USD 0.06 per word  <b>Proofreading:</b> USD 0.03 per word  <b>Recording:</b> USD 3 per minute (Home recording quality); USD 6 per minute (Studio recording quality)  <b>Transcription:</b> USD 1.00 per minute  <b>Desktop Publishing:</b> USD 5 per page</p>
<b>Minimum Order</b>	USD 10,- (Full Amount)
<b>Payment Method</b>	<ul style="list-style-type: none"> <li>• <i>Bank Transfer BCA Basuki Rachmad Malang – East Java Account # 0111-094-640 (Jl Jend. Basuki Rachmad 70-74 Malang)</i></li> <li>• Western Union Money Transfer</li> <li>• MoneyGrams</li> <li>• Moneybookers: talktowinta@yahoo.com</li> </ul>
<b>Vision</b>	Always do the best on every job to be accomplished, supported with excellence in translation and proofreading skills, high accuracy and timeliness.
<b>Order Method</b>	The easiest and simplest way is by sending the material via e-mail addresses as mentioned above. Anything related to the delivery time, rate, order acceptance can be discussed via those e-mail addresses as well.

